

SECRET

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9 H.F.G.

DDA - DDS ~~HISTORY~~, 1953 - 1956

Draft, 27 April 1960

(revised)

chap V - SECURITY CONTROLS 1953-1956

Security considerations continued to permeate the entire work of the Central Intelligence Agency. It was axiomatic that CIA's intelligence, operational, and support activities had to be planned, developed and executed in accordance with sound security doctrines and procedures. The statutory responsibility of the Director of Central Intelligence was unchanged with respect to "protecting intelligence sources and methods from unauthorized disclosures." ^{1/} All parts of the Agency had to continue to operate on the assumption that the Agency was the first priority target for every other intelligence agency in the world. They also had to assume that some penetration ^{2/} might be made and their guard could never be let down.

1/ - General ... Apr 1960

^{1/} National Security Act of 1947, Section 102. (d) (3). This responsibility was interpreted by National Security Council Intelligence Directive No. 11 of January 6, 1950, SECRET, which was superseded by NSCID No. 1, 21 April 1958, revised 15 September 1958, SECRET.

^{2/} Director of Security, Notes on Briefing of CIA Security Officers, used 4 August 1956, 3 November 1956 and 7 May 1957, SECRET, in OS files.

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

~~SECRET~~

2

During the period top officials of the Agency continued to stress the responsibilities of individual employees in the field of security. Shortly after becoming Director of Central Intelligence, Mr. Dulles issued a notice to all employees which concluded: "It cannot be stated too strongly that the work of this Agency must always rest upon a foundation of security consciousness in each and every one of us."^{1/} As Acting Director of Central Intelligence, Lieutenant General Cabell sent out in 1956 a notice to all employees which discussed the "need to know" principle and called to the attention of supervisors their continuing responsibility to remind personnel of the problem of developing security consciousness.^{2/} The Director of Security pointed out that each employee of the Agency had to consider himself at all times a "security officer" of the organization and as such had to adopt an ever-present and realistic security attitude toward every task and responsibility. He added that the strength of all that was done in every component of intelligence was only as strong as the weakest security link.^{3/} Experience showed that every single employee was a target. An attack might be made on a messenger, a Chief of Office, a chauffeur, a file clerk, an analyst, or an agent abroad.^{4/}

25X1 1/ CIA Notice [] 28 February 1953, Security Bulletin, RESTRICTED.

25X1 2/ CIA Notice [] 13 October 1956, Employee Responsibilities in the Field of Security, CONFIDENTIAL.

3/ Office of Training, Agency Orientation Course Program, 7 May 1954, CONFIDENTIAL, Speaker on Security, Col. Sheffield Edwards.

4/ Director of Security, Notes on Briefing of CIA Security Officers, loc. cit.

~~SECRET~~

SECRET

3

The principle of awareness had to be observed constantly. The opposition was continuously trying by means of drink, flattery, leading questions, goading, guile, pressure, or other methods to get CIA employees or agents to talk out of turn or to be careless regarding classified materials. All of these approaches by hostile forces ^{1/} were tried/during the period.

The purpose of security controls was to keep the opposition from obtaining information regarding the Agency's sources, methods, plans, and output. The only way in which the opposition could obtain such information was through what CIA employees said, wrote or did. Security controls consisting of secrecy agreements, building guards, identifying badge requirements, procedures for supervising visitors, regulations pertaining to the safeguarding and storage of classified matter, strict requirements of security clearance for all employees, agents and contacts, regulations governing the outside activities of employees, inspections of buildings, offices and areas, and other devices were constantly being reviewed in order to improve their effectiveness in safeguarding intelligence information against unauthorized disclosure.

1/ Ibid.

SECRET

SECRET

4

The responsibility for taking the necessary action in disciplining employees for breaches of security regulations remained with the supervisors. In that sense, security continued to be regarded as a command function and supervisory responsibility which, however, had to be carried out in collaboration with and under the technical direction and staff guidance of the Office of Security.^{1/} Operating officials were also responsible for taking positive steps to prevent security lapses. Projects had to be based upon advance planning on how to lessen the dangers of a penetration or a leak of information.^{2/}

At the beginning of the period, operating officials were assisted in carrying out their security responsibilities by part-time security officers chosen from within their own offices. In 1953, three offices, the Office of Training, the Office of Current Intelligence, and the Office of Logistics, appointed full-time career security officers. This practice spread to a number of other offices. In 1955 an Agency regulation was issued which redefined the selection and functions of security officers throughout headquarters [redacted]

25X1

[redacted] Three categories of security officers were mentioned: (1) Career Security Officers whose career service was security and who were assigned by the Director of Security

1/ CIA Regulation [redacted] 15 July 1955, SECURITY OFFICERS, CONFIDENTIAL, and Regulation [redacted] 20 March 1957, Compliance with Security Regulations, CONFIDENTIAL.

2/ Director of Security, Notes on Briefing of CIA Security Officers, loc. cit.

3/ CIA Regulation [redacted] cited above.

SECRET

SECRET

5

to other elements of the Agency for full-time security duty; (2) Area Security Officers whose career service was other than security and who were designated by operating official, with the concurrence of the Director of Security, for security duties in addition to their regular duties; and (3) Assistant Security Officers who might be either "career" or "area" officers. By the end of the period there ^{full-time} were/career security officers in twenty-five components of the Agency in the United States. While most of these were in headquarters, there were such officers in and ⁺Logistics Depots.

25X1

SECRET

SECRET

In addition to the Office of Security there were a number of offices under DD/S which continued to have specialized security responsibilities. While all of these offices were subject to the Agency security regulations and looked to the Office of Security for advice and guidance on their special security problems, some of them ran more or less independent security systems which fitted their individual needs. The Office of Communications continued to maintain its own security system which was designed to protect the physical and transmission security of Agency communications. It was responsible for maintaining cryptographic codes and for giving training in cryptography.^{1/} While at one time the Audit Staff was under the Security Office, during the four years under consideration the safeguarding of the security of budget and accounting operations at the Bureau of the Budget and the Congressional level was largely in the hands of the Comptroller and the top officials of the Agency.^{2/} On the other hand, the Office of Logistics worked very closely with the Office of Security in setting up procedures to protect the security of industrial plants patronized by the Agency, [REDACTED] the security of Agency warehouses, and the required degree of sterility in purchases made.^{3/} The Office of Security also maintained close liaison with the Office of Training in solving problems of security indoctrination.^{4/}

^{1/} See pp.

^{2/} See pp.

^{3/} See pp.

^{4/} See pp.

25X1

SECRET

SECRET

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

7

During the period the offices under DD/I continued to have special responsibilities for safeguarding the security of classified information. The Office of Collection and Dissemination/^{remained} ~~came~~ close to being the central control point for the external dissemination of CIA-produced intelligence reports and for the internal circulation of incoming intelligence reports collected from overt and covert sources by CIA and by the departmental intelligence agencies.^{1/} Dissemination involved controls to insure that the distribution of information was limited to those cleared personnel in the Government's security organization who needed to have the information. The Office of Collection and Dissemination acquired a new responsibility after the White House issued an Executive Order in November 1953 on Safeguarding Official Information.^{2/} A meeting composed of representatives of all offices of the Agency was held on the implementation of this Executive Order under the guidance of the Security Office. It was the consensus of this meeting that with a few modifications in CIA security practices, the provisions of the Executive Order could be successfully carried out.^{32/} A CIA Notice was issued shortly which changed the classification categories to agree with those in the Order and which established under the Assistant Director for Collection and

25X1

- 25X1
- 1/ CIA Regulation [] 7 April 1952, Dissemination of CIA-Produced Intelligence and Information, SECRET, and [] 7 April 1952, Procedures for same, SECRET. Exceptions to the general rule of central distribution were ORR maps, OSI atomic energy reports, and certain special OCI reports. See pp.
- 2/ Executive Order No. 10501, 24 November 1953.
- 3/ Memorandum for DCI from Acting DD/A, 20 November 1953, Consideration by IAC on 24 November 1953 of Executive Order No. 10501, CONFIDENTIAL, in O/DCI/ER

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

~~SECRET~~

8

Dissemination a Classification Control Officer who was made
responsible for the Agency classification control system. ^{1/}

Pursuant to the Order, this Notice provided a mechanism for re-
viewing and downgrading classified material. The Director of
Security assisted in the classification control program with
advice and guidance, with help in the conduct of training and
orientation, and with aid in an inspection system to insure that
the provisions of the Executive Order were carried out.

25X1

1/ CIA Notice [] 27 November 1953, Classification of
Documents, SECRET, and Regulation [] 28 January 1955,
Classification of Official Information and Material, CONFIDENTIAL.

25X1

~~SECRET~~

SECRET

9

The responsibility for the security of clandestine operations remained with the DD/P who had his own series of regulatory issuances, Clandestine Services Instructions, / whose circulation was restricted on a need to know basis. Under the DD/P the chiefs continued of station/to be responsible for the security of overseas installations and operations.^{1/} The Office of Security gave support and guidance to the chiefs of station. Senior officials of the Office of Security made annual trips to each major area in order to furnish advice on technical security matters. The Office of Security also assigned professional Career Security Officers to foreign areas where they were used by chiefs of station to maintain security.^{2/} The security officer [] provided security guidance for stations in Europe and the security officer [] did the same for stations in the Far East. Upon request, the Office of Security sent from headquarters teams []
[] where there were no Career Security Officers.

In all areas each base was required to submit a monthly report on security matters and needs which covered such subjects as additional personnel required for security controls, safes and equipment needed, and problems of physical and personnel security.

1/ This responsibility was very generally mentioned in CIA Regulation [] 1 April 1951, RESTRICTED, and it was much more fully stated in CIA [] 5 August 1957, Compliance with Security Regulations and Policies, SECRET. On the security problems of DD/P, see pp.

2/ In April 1959, there were [] professionals and [] clerical employees overseas who looked to Office of Security for career guidance and support. See Report of Office of Security on Program for Greater Efficiency in CIA, April 1959, SECRET,.

3/ CIA Estimate of Requirements Fiscal Year 1957, Bureau of the Budget
Submitted 30 September 1955, SECRET, CIA-RDP72-00121A000100040001-9

SECRET

SECRET

10

Mission and Organization of Office of Security 1953-1956

No substantial change was made during the period in the mission and functions of the Office of Security.^{1/} The Director continued to be of Security ~~was~~/charged with the preparation and execution of the Agency's security program, and with the performance of security inspection functions. His office set security standards and helped check whether the standards were being followed. To accomplish its mission, the Office of Security recommended security policies, established security procedures, established safeguards aimed at preventing penetration of Agency activities by unauthorized individuals, investigated personnel for employment, assignment, or association with the Agency, investigated reports of violations of security policies or regulations, furnished security advice and guidance to Agency employees, and conducted certain activities pertaining to the overall [redacted] While most of these activities were of a staff character, the Director of Security of all individuals used by the Agency [redacted] had line action power in the matter of personnel clearances. He could turn down an applicant on security grounds and an appeal to the DCI was the only recourse which could change his decision.

1/ From July 1, 1947 until the early part of 1953 the office was officially known as the Inspection and Security Office (I & S). It was then renamed the Security Office (SO) until March 26, 1955 when it was renamed the Office of Security (OS), a name it held for the balance of the period. The name, Security Office, first appeared in CIA Regulation [redacted] 20 March 1953, Security Office, SECRET, and the name, Office of Security, was first used in CIA Regulation [redacted] 26 March 1955, Organization, SECRET. A full statement of functions may be found in Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955.

SECRET

SECRET

In charge of the Office of Security during the entire period was Col. Sheffield Edwards, whose title was Assistant Deputy (Inspection and Security) under DD/A from January 19, 1951 until March 20, 1953 when it was^{1/} changed to Director of Security. His principal Deputy during this time was [REDACTED]

25X1

1/ CIA Regulation [REDACTED] 19 January 1951, SECRET, and CIA Regulation [REDACTED] 20 March 1953, Organization, SECRET. Col. Edwards was assigned to CIG in 1946. When CIG became CIA in 1947, he continued to be in charge of the security programs. He retired voluntarily from active military service on November 1, 1953.

25X1
25X1

SECRET

SECRET

Liaison with other agencies on certain security matters continued to be a function of the Office of Security. In the course of its own investigations and operations, the Agency added to its extensive file of materials bearing on the security of individuals and organizations both here and abroad. These materials were increasingly consulted by other agencies making name checks for employment or operational purposes. The requests by other agencies for CIA record checks rose from [] for Fiscal Year 1953 to [] for Fiscal Year 1956.^{1/} On a reciprocal basis, the Office of Security continued to check the records of other agencies, especially those of the Department of State, the armed forces, the Federal Bureau of Investigation, the Civil Service Commission, and the House Committee on Un-American Activities.^{2/} Special relations were also maintained^{3/} with such agencies as the Atomic Energy Commission. In connection with its physical security program, the Office of Security worked closely with the Bureau of Standards in developing security equipment and it had dealings with General Services Administration regarding the guards needed for the many CIA buildings.^{4/}

25X1

25X1

^{1/} Office of Security, Office of Security History (1953-1956), SECRET, furnished Historical Staff, 16 March 1960, Tables.

^{2/} These were the Federal agencies listed in CIA Regulation [] 15 November 1954, Clearance of Personnel for Duty with CIA, SECRET, rescinding Regulation [] 1 April 1951, CONFIDENTIAL.

25X1

^{3/} CIA Regulation [] 26 June 1954, "Q" Clearance and Control of AEC Restricted Data, SECRET. See also below, p.

^{4/} Office of Security History (1953-1956), loc. cit. and CIA Regulation [] 27 August 1955, Security of Areas and Buildings, CONFIDENTIAL, rescinding Regulation [] 16 April 1951. See also below, p.

SECRET

SECRET

13



25X1

In addition, the Office of Security controlled the level of
oral disclosure of CIA security information to accredited
representatives of other agencies.^{2/}



25X1

SECRET

SECRET

14

A reorganization of the Office of Security took place in December 1954. This reorganization followed an inspection which was conducted by the staff of the Inspector General.^{1/} Suggestions made by the Inspector General were adopted in the reorganization, a principal feature of which was the creation of two additional Deputies to the Director of Security, each responsible for specific operational areas of the Office which had already been defined.^{2/} The new Deputy Director for Personnel and Physical Support was made responsible for overt and semi-covert matters and the new Deputy Director for Investigations and Operational Support was made responsible for covert matters and field investigations. The two new Deputy Directors/~~had been~~ took over the work of two Division Chiefs/~~who had been~~ who had been in charge of substantially the same matters.^{3/} This change was supported by the Management Staff whose study of the office was approved by DD/S on March 25, 1955.^{4/} The avowed purpose of the change was to reduce the span of control exercised by the Director of Security. It was contended/~~that~~ by the Management Staff that the Director of Security could delegate more to a deputy than he could to a division chief. The Management Staff, on the basis of informal follow-up inquiries, claimed that the reorganization enabled the Director of Security to delegate operating authority to a greater extent and considerably eased the burden of detail he had been carrying.^{5/}

1/ Office of Security, History of the Office of Security, March 1952-June 1955, SECRET, submitted to Historical Staff, 14 June 1955, in O/DCI/HS.

2/ Ibid.

3/ The two new deputies were put in supergrade positions (GS-16).

4/ Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955, SECRET, in MS files.

5/ Management Staff, Chief, O&M Staff, DD/S Area, Accomplishments,

7 September 1955, SECRET, in MS files.

SECRET

SECRET

The reorganization also brought the shifting of the location and level of some of the functions of the Office of Security. The old Security Division was divided into two parts with the former Physical Security Branch becoming the Physical Security Division and the remaining parts becoming the Personnel Security Division. Both of these new divisions were placed under the supervision of the new Deputy Director for Personnel and Physical Security Support. The new Security Support Division consisted of the old Special Security Division less the [] This new division and the [] were placed under the new Deputy Director for Investigations and Operational Support. The old Security Control Staff was eliminated, its policy functions going to a new Policy Staff and its employee activities functions going to the new Personnel Security Division. The Inspection Division, formerly identified as a line element, was redesignated the Inspection Staff.^{1/} The avowed purpose of these changes was the clarification of functions, the elimination of line activities at the staff level, and the raising of functions to their proper level.^{2/}

1/ In 1956 the Inspection Staff functions were transferred for the most part to the Physical Security Division. One professional was kept to make special studies for the Director of Security.

2/ Management Staff, Accomplishments, DD/A Area, Calendar Year 1954, SECRET, in MS files.

SECRET

SECRET

16

The new Policy Staff established at the time of the December 1954 reorganization was concerned with overall Agency security policy, including the formulation of security regulations and the review of proposed Agency regulations from the security standpoint. It represented the Agency on the State-Defense Military Information Control Committee which was concerned with the release and exchange of classified information.^{1/} It took over from the Office of the Director of Security the Agency emergency planning function which had been in the Office of Security since August 1953.^{2/} It continued as the OS emergency planner after the Agency emergency planning functions had been transferred to the DD/S in 1955.^{3/} In its role as Senior Support Planner, the Staff reviewed and commented with respect to security matters on war planning documents initiated by DD/P. It gave security advice concerning the dissemination of CIA intelligence reports to other Government agencies and to foreign governments, and concerning the appearance of CIA employees before loyalty and security board hearings.

25X1

^{1/} Memorandum for DS from Chief, Inspection Staff/OS, 19 February 1958, Records Survey, Office of Security, SECRET, in OS files.

^{2/} CIA Regulation [redacted] 20 August 1953, Emergency Plans, SECRET, and Regulation [redacted] 26 May 1954, CIA Emergency Security Patrol, CONFIDENTIAL

^{3/} CIA Notice [redacted] 28 April 1955, Assignments to Key Positions, Office of DD/S, SECRET

^{4/} Office of Comptroller, CIA Estimate of Requirements Fiscal Year 1957, Bureau of the Budget Submission, 30 September 1955, SECRET, in Records Center [redacted]

SECRET

25X1
25X1

25X1

25X1

SECRET

17

The Security Research Staff was internally reorganized in order to improve its effectiveness in obtaining and evaluating information which could be used to prevent, detect and ^{prevent} eliminate any penetration of CIA by foreign intelligence organizations or by any domestic organization whose activities might be inimical to the United States. ^{1/}

Following this reorganization, the Staff continued to maintain liaison with security research elements of other agencies and to coordinate its ^{own research} efforts with ^{those of} the Personnel Security Division, Security Support Division and CI Staff. It continued research in penetration patterns and added several thousand names of subversive individuals to the Reference Index each year. ^{2/} It resolved several false allegations and attempts at smears and black propaganda against Agency personnel by disgruntled emigre groups and the like. It was involved with the FBI in a major espionage case, regarding which it engaged in extensive correspondence and conducted approximately 400 interviews in the United States and several countries abroad in order to determine the damage to Agency personnel and operations. It also took the necessary steps to block the intensified efforts by Soviet Intelligence Services to penetrate the Agency through blackmail, bribery, or cultivation. ^{3/}

- 1/ The External Branch was made responsible for security research activities outside of the United States while the Internal Branch was responsible for the same activities in Headquarters and elsewhere within the United States. The Research Branch was concerned with a highly sensitive program. See Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955, SECRET.
- 2/ Office of Comptroller, CIA Estimate of Requirements Fiscal Years 1957 and 1958, Bureau of the Budget Submissions, 30 September 1955 and 30 September 1956, SECRET in Records Center [redacted]
- 3/ Office of Security History (1953-1956), 16 March 1960, SECRET, and Report of Office of Security on Program for Greater Efficiency in CIA, April 1959, SECRET in O/DCI/HS files.
- Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

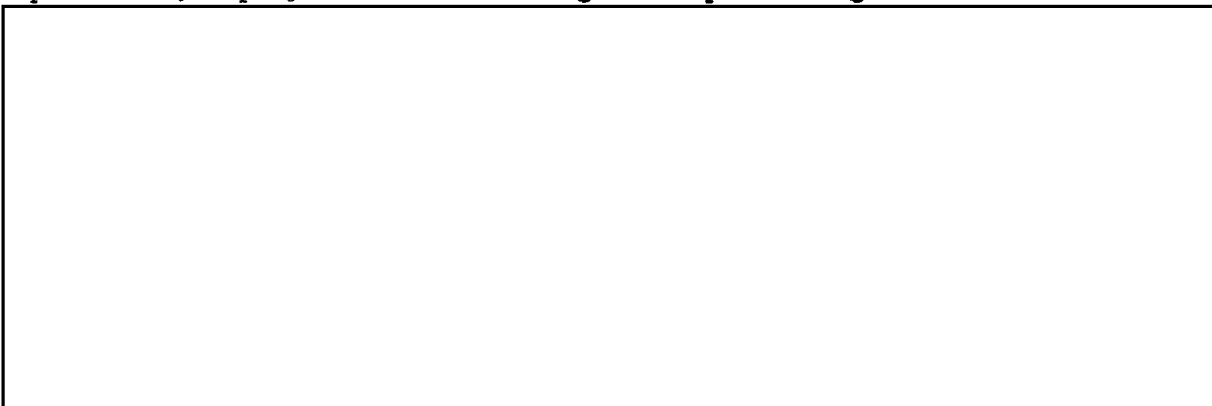
25X1

SECRET

18

Personnel Security Activities

The Office of Security continued to engage in a variety of personnel security activities. It made employment clearances of various sorts of persons under consideration as ^{as overt or semi-covert} staff employees, contract employees, consultants, independent contractors, General Services Administration guards, General Services Administration char force and maintenance personnel, employees of contracting firms performing services for



25X1

this category. The Office of Security also conducted control clearances of employees on duty who were being considered for reassignment and transfer, for official travel, for work on Special Intelligence, ^{or} ~~and~~ for assignment as a cryptographers ^{security} top secret control officers. Reinvestigation of employees was made on a routine basis or for cause. Personnel security clearances

25X1

1/ Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955, SECRET, in MS files and Report of Office of Security on Program for Greater Efficiency in CIA, April 1959, SECRET, in OS files. The Personnel Security Division had charge of clearances of overt and semi-covert personnel and the Security Support Division had charge of clearances of covert personnel. During the period, each of these two divisions had their own investigative files.

2/ Office of Comptroller, CIA Organizational Charts and Functional Statements, ~~Bureau of the Budget~~ for Fiscal Year 1957, Bureau of the Budget Submission, 30 September 1955, SECRET, p. 28, in Records Center and Report of Office of Security on Program for Greater Efficiency in CIA, loc. cit.

SECRET

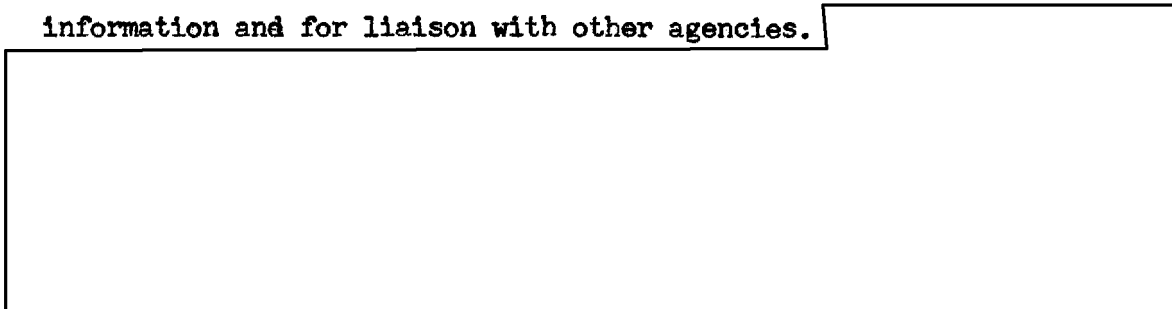
25X1

SECRET

19

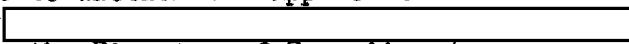
were also made for contacts with sources of foreign intelligence information and for liaison with other agencies.

25X1

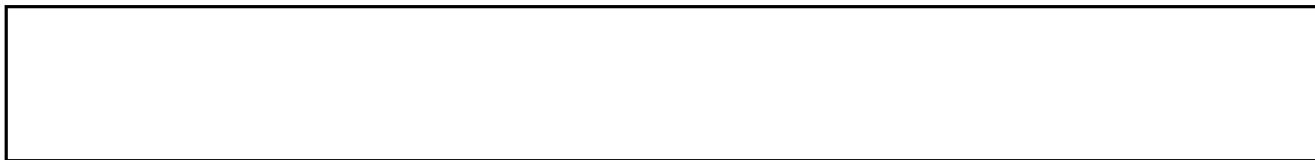


Personnel security clearances or approvals involved varying procedures. In the case of top secret clearance for applicants, a pre-check of information in the Personal History Statement was made in all relevant Agency files, then a National Agency name check was made, followed by a full field investigation and a polygraph interview. All the facts in the case were summarized, evaluated, and a recommendation was made as to whether the applicant should be approved. ^{2/}

25X1

As indicated above, the Director of Security,  made final determinations of disapprovals for security reasons of ~~exceptional importance~~ employment or retention in employment/subject to an appeal to the DCI. In covert clearances, the emphasis was on the individual's use by the Agency rather than his background or citizenship.

25X1



1/ See below, p.

2/ CIA Regulation  15 November 1954, Clearance of Personnel for Duty with CIA, SECRET

25X1

SECRET

25X1

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

Next 1 Page(s) In Document Exempt

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

~~SECRET~~

2.2

The Office of Security continued to make practically all of its own field security investigations in the United States, using its own staff of investigators. While there was a dip in the middle of the period, there were over [] field investigations for clearances completed in the first and fourth fiscal years of the period. ^{1/} The

25X1
~~23X1~~

1/ Office of Security History (1953-1956), loc. cit., Tables.

2/ Office of Comptroller, CIA Estimate of Requirements for Fiscal Years 1955 and 1958. Bureau of the Budget Submissions, SECRET, in Records Center []

25X1

~~SECRET~~

25X1

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

2 4

The use of polygraph procedures for personnel security investigations and for operational support cases was continued during the period. The program for polygraphing all employees was completed and many employees were reinterviewed by polygraph methods in connection with a permanent change of station or for other special purposes. While there was a decline in the total number of interrogations during the period from [] in 1953 to [] in 1956, there was an increase in the total number of reports written, from [] in 1953 to [] in 1956. The proportion of interrogations that resulted in disapprovals or resignations rose from around 3 per cent during the first three years of the period to 5 per cent in 1956. In the latter year the Office of Security began to conduct polygraph interviews in pre-employment cases prior to field investigation. In almost one-fifth of these cases applications were cancelled because of derogatory information, thus saving the need for a field investigation.

Improvements were made in the techniques of conducting polygraph interviews. In cooperation with the General Counsel and the Office of Personnel, the Interrogation Research Branch of the Office of Security improved the statement which the interviewee signed before being given the polygraph test. A portable instrument was built according to specifications and became the most widely used device.

[]
1/ Office of Security History (1953-1956), loc cit.

SECRET

25X1

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

26

As a sensitive Agency, CIA already had well developed personnel security procedures when the White House issued Executive Order on Security Requirements for Government Employment in April 1953.^{1/}

The Director of Security took the position that CIA criteria and were in accord with ~~met~~/exceeded the requirements of this Order.^{2/}

Additional work, however, was imposed on the Office of Security by the requirement that the Civil Service Commission be furnished with information appropriate for the establishment and maintenance of the security-investigation index and by the provisions for preparing cases for Security Hearing Board consideration.^{3/}

Under the new Order,^{4/} all cases adjudicated under the earlier Executive Order, had to be readjudicated to determine whether they met the requirements of the new Order. The Office of the General Counsel ruled that a review by the Office of Security constituted the readjudication required by the new Order. On June 4, 1954 this review was effected and each applicable file was documented to show that it had been adjudicated. While the number of cases was small, a case might take several months to prepare because of the quasi-legal nature of the document.^{5/}

1/ Executive Order No. 10450, 27 April 1953, CFR 1949-1953, pp. 936-40.
Report of

2/ /Office of Security on Program for Greater Efficiency in CIA, loc. cit.

3/ CIA Regulation [] 27 May 1953, revised 18 January 1954, revised 19 July 1955, Regulations under Executive Order No. 10450 Relating to Security Requirements for Employment in CIA, originally classified SECRET

4/ Executive Order No. 9835, 21 March 1947, 3 CFR 627

SECRET

25X1

25X1

SECRET

A development during the period 1953-1956 was the gradual expansion of the reinvestigation program. Prior to the period the heavy work load involved in clearing applicants did not leave much of any time for a reinvestigation program. In 1953, however, the Office of Security restated the need for expanding this program. It called attention to the principle of sound security that no person is every^{1/} fully cleared for all time. USCIB regulations required at this time some reinvestigation at five year intervals of all persons cleared for Special Intelligence.^{2/} CIA inherited from predecessor agencies certain employees who were initially cleared on a basis that was later considered substandard. The Office of Security felt in 1953 that it should augment these cases.^{3/} In 1955 an additional incentive for expanding the reinvestigation program came when the Task Force on Intelligence Activities under General Clark recommended rechecking the security status of all personnel engaged in intelligence activities at periodic intervals not to exceed five years in any individual case.^{4/}

During the first two years of the period, reinvestigation was based on the review of case files during the normal course of operations of the Office of Security. An employee's file was reviewed when he was considered for one of the control clearances listed above, when he requested permission of the Office of Security for private travel

^{1/} Office of Comptroller, Topics to Be Discussed in the Budget Hearings, 20 October 1953, SECRET, in Bureau of the Budget Submission Material Fiscal Year 1955, SECRET, in Records Center

^{2/} Ibid.

^{3/} Ibid.

^{4/} Commission on Organization of the Executive Branch of the Government, A Report to Congress on Intelligence Activities, June 1955, p. 74.

SECRET

SECRET

28

outside the United States, for outside study, part-time employment and for publication of manuscripts, when he requested a firearms permit, and when his file was flagged in connection with other employee cases. In view of the numerous reasons for reviewing security files during routine security procedures, it was stated by the Office of Security in 1955 that practically all security files were reviewed at least once every five years, and many files were reviewed much more often than that.^{1/}

2. one In 1955 the Office of Security augmented in a number of ways its reinvestigation program. It obtained from the Office of Personnel a listing of all staff employees by EOD date and as the investigative work load permitted, it reviewed the oldest cases requiring reinvestigation. The program included a name check in CIA and National Agency files, police and credit checks and a limited field investigation when deemed appropriate by the Director of Security.^{2/} A small number of investigations made by the FBI were also included in the program. These arose under one of the Executive Orders concerning loyalty or security or under the Atomic Energy Act or Mutual Security Act if an employee was to receive a "Q" clearance or was to be integrated into the International Cooperation Administration.^{3/}

^{1/} Memorandum to DCI from DS, 17 March 1955, Reinvestigation Program, CONFIDENTIAL, in O/DCI/ER

^{2/} Ibid.

25X1

SECRET

SECRET

29

Except for the need for periodic reinvestigations and the need to reduce backlogs in making clearance checks, the Clark Committee on Intelligence Activities found^{1/} the policies and procedures to give assurance of security of personnel within the Intelligence community were generally adequate. Specifically regarding CIA, the Clark Committee said: "We discovered no valid ground for the suspicion that the CIA or any other element of the Intelligence ~~family~~ family was being effectively contaminated by any organized subversive or communistic clique."^{2/}

^{1/} Commission on Organization of the Executive Branch of the Government, A Report to the Congress on Intelligence Activities, June 1955, pp. 52, 73-74.

^{2/} Ibid., p. 13.

SECRET

SECRET

30

Physical Security Activities

The Office of Security continued to provide numerous and varied services concerning the physical safeguarding and security of Agency materials, buildings, installations and personnel. It developed and maintained techniques for the protection of classified information and the prevention of physical penetration of Agency activities by unauthorized persons. It conducted technical inspections of offices and equipment for detection of possible telephone taps or concealed microphones and transmitters and it conducted research in the use of electronic countermeasure devices, alarm systems, safe keeping equipment and document destruction mechanisms. It also supervised the building guards, provided receptionists and control procedures for visitors entering CIA buildings, issued and controlled identification badges of employees, and investigated cases of security violations.^{1/}

^{1/} In 1953, the physical security activities were being carried out by the Physical Security Branch of the Security Division. ~~After~~ In the reorganization of ~~November~~ December 1954, this Branch became the Physical Security Division with three branches, a Survey Branch, a Technical Branch, and a Building Security Branch. Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955, SECRET, in MS files. On functions and accomplishments, see also Office of Comptroller, CIA Estimate of Requirements Fiscal Year 1955, 1956, 1957, 1958, Bureau of the Budget Submissions, SECRET, in Records Center

25X1

SECRET

SECRET

31

Operating statistics for some of the day to day measures taken to assure the physical security of Agency premises and activities show varying tendencies. The available figures refer to such diverse subjects as people, cases and things and they are hard to interpret.^{1/} Some of the figures show an upward trend and others a levelling off or downward trend. During the four fiscal years of the period 1953-1956, the number of building guards^{was} increased from [] 25X1 in order to protect a larger number of installations. During the same time, the number of security problems handled annually by night security officers increased from []^{2/} In 25X1 another category, the classified waste destroyed annually increased from []^{3/} On the other hand, the number of persons processed for identification dropped from [] 25X1 and the number of visitors processed dropped from []^{4/} 25X1 The number of safe combinations changed each year was in excess of [] 25X1 with a peak of [] for Fiscal Year 1955 and a low of [] 25X1 for Fiscal Year 1956.

1/ Office of Security, Office of Security History (1953-1956), Tables, loc. cit.

2/ Among the possible explanations of this increase might be mentioned the larger number of guards to supervise, more inspections, and more problems with safe equipment. There was not an increased number of security violations reported for Fiscal Year 1956.

3/ The Physical Security Division supervised the collection and destruction of classified waste.

[]

25X1

SECRET

~~SECRET~~

32

In connection with the reorganization of 1954, the responsibility of the Physical Security Division of the Office of Security for the conduct of physical security surveys expanded from the immediate Headquarters area to include the entire United States. From 1953 to 1956 the number of installations within the United States under security responsibility rose from [] In 1956 the Physical Security Division took over from the Inspection Staff the conduct of overseas physical security surveys. During the period, special studies were made of clearance problems, mail and courier procedures, and handling and storage of monies [] in CIA.

25X1

~~SECRET~~

SECRET

33

During the period, the Physical Security Division of the Office of Security continued to conduct research on equipment needed in the physical security field. Such research was conducted by the Division itself, as well as in conjunction with the Bureau of Standards. The increase in restricted and secure areas for special projects made necessary the study of alarm systems. Tests were made of new alarm systems, such as the ultrasonic and capacitance types. Based upon experience with these alarm systems, new alarm requirements were recommended for certain Agency and industrial secure areas.^{1/}

In 1956 a more formal mechanism was established by the Government to look into the field of security equipment, namely, the Federal Committee on Security Equipment. The chairmanship of this Committee was held by the General Services Administration and the following agencies were also represented: the Department of State, the Atomic Energy Commission, the Department of Defense, the Central Intelligence Agency, and the Bureau of Standards. The functions of this Committee were to review all security equipment in use in the Government, including safes, locks, padlocks, and alarm systems. The CIA representative to the Committee was nominated from the Physical Security Division. By virtue of membership on the Committee, the Office of Security stated it was able to draw upon the combined ~~xxxx~~ resources of all members in keeping abreast of the latest developments in the security equipment field.^{2/}

1/ Office of Security, Office of Security History (1953-1956), loc. cit.

2/ Ibid.

SECRET

SECRET

34

The Physical Security Division continued to be responsible for safety programs throughout the Agency. It initiated a testing program in shops, warehouses, motor generating houses, and other places for toxic fumes, flammable and explosive vapors, electrical defects, proper lighting and air velocity. Some unsafe conditions were discovered and remedies. In 1954 a Safety Poster Program was initiated in order to bring more forcefully to the attention of all Agency personnel the every day hazards in working conditions. In the following year a training program in the use of fire fighting equipment was started for the 120 Agency personnel associated with the building emergency plans for fire fighting and civil defense.

SECRET

SECRET

35

The issuance and control of Agency Firearms Credentials within the United States for use of couriers and the protection of classified defense information in accordance with the provisions of the Central Intelligence Act of 1949 continued to be a responsibility of the Office of Security. In August 1955 the revision of the Agency regulation governing this activity established a CIA Firearms Control Officer in the Physical Security Division as the Agency authority for the issuance of any weapons for other than research and evaluation within continental United States.^{1/} The Office of Security aided the Office of Training in giving instruction in the use of firearms and it provided advice and guidance to the Clandestine Services in their use of firearms for research and development and for operational purposes overseas.^{2/}

25X1 1/ CIA Regulation [] 2 August 1955, Authorization and Control of Firearms Issued for the Protection of Classified Documents and Sensitive Materials, CONFIDENTIAL. This Regulation rescinded Regulation []

25X1 2/ CIA Regulation [] 18 June 1956, Authorization and Control of Firearms Issued for Training, Research, and Operational Purposes, SECRET. This rescinded Paragraph 1b of Notice [] 19 January 1953, SECRET

25X1

SECRET

SECRET

36

25X1 The number of security violations investigated ~~for~~ during Fiscal
Year 1953 was [] During the following fiscal year it was [] 25X1
and during the next fiscal year [] During Fiscal Year 1956, however, 25X1
the number dropped to []^{1/} According to the Director of Security,
there were fewer serious ^{2/}violations as the bulk of the employees had
matured and had become more aware of the need for physical security.
While some of the ~~lack~~ temporary buildings used by the Agency were
of flimsy materials, the whole system of guards, badges, safes,
security procedures, inspections, and security indoctrination
provided protection against penetration by hostile elements.

1/ Office of Security, Office of Security History (1953-1956), loc.cit.

2/ Memorandum for the Record prepared by Historical Staff, 23 October 1958, Interview with Col. Sheffield Edwards, Director of Security, regarding History of Office of Security, 1953-1956, SECRET, in O/DCI/HS files.

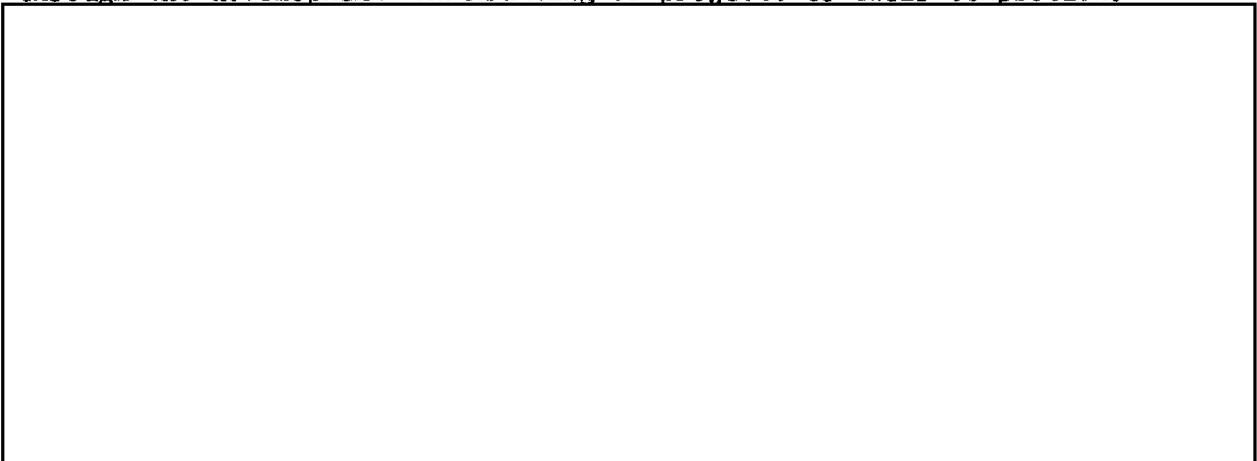
SECRET

SECRET

37

Operational Security Support Activities

In addition to clearance cases for employment, the Office of Security continued to furnish security support in cases involving special inquiries conducted within the United States in order to develop information concerning an individual or organization of operational interest to the Agency. The support ranged from initial security planning through the development and mounting of projects to their completion.



25X1

SECRET

SECRET

38

25X1 Requests of the Office of Security for operational support increased from [] for Fiscal Year 1953 to [] for Fiscal Year 1956. ^{1/} Many key Agency projects were involved in these requests. In 1954, the Office of Security was called upon to provide security planning and personnel for a highly sensitive project, then known as AQUATONE. This function included the recruitment and training in security techniques of a large number of personnel, in addition to the processing of a high volume of clearance requests and miscellaneous support requirements. Also in 1954, the Office devoted a large proportion of its time and assets to a highly sensitive project called PBSUCCESS. The project called for the provision of escort for the air movement of sensitive materials and other investigative

25X1

2/ Ibid.

SECRET

25X1

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

Next 1 Page(s) In Document Exempt

Approved For Release 2004/10/27 : CIA-RDP72-00121A000100040001-9

SECRET

41

Staffing

The number of actual positions used by the Office of Security rose from [] for Fiscal Year 1953 to [] for Fiscal Year 1956, an increase of [] positions, almost one-half of which were in the

[]^{1/} A part of this increase was endorsed by the Management Staff which made a study of the staffing of the Office of Security during Fiscal Year 1955. The Management Staff said it based its endorsement on an examination of known or estimated workload figures which showed a need for personnel increases.^{2/} Operating statistics for the entire period cited above in various places showed an even or declining workload for certain activities and an increased workload for others. The Office of Security stated that during the period its work requirements increased, particularly in the operational support field.^{3/}

The basic requirements for professional security officers included a college degree and usually prior investigative experience. Officers were recruited with investigative experience in such agencies as United States Secret Service, Immigration and Naturalization Service, Counter Intelligence Corps, FBI, Office of Naval Intelligence, Civil Service Commission, Department of State, various state and local police organizations, and commercial investigative companies.^{4/} Some

1/ Figures from CIA Estimate of Requirements for Fiscal Years 1955, 1956, 1957 and 1958, Bureau of the Budget Submissions, SECRET, in Records Center []

2/ Management Staff, Management Study of the Organization and Staffing of the Security Office, 4 March 1955, SECRET, in MS files

3/ Office of Security, Office of Security History (1953-1956), loc. cit.

4/ Report of Office of Security on Program for Greater Efficiency in CIA, April 1959, SECRET

SECRET

SECRET

42

officers has law degrees and others had engineering degrees.

To meet its own requirements and the requirements of domestic and overseas installations for security officers, the Office of Security organized a number of specialized courses of training in cooperation with the Office of Training. It gave courses on security audio-countermeasures, on technical interrogation (polygraph), on duties of special agents, on duties of field security officers, and on technical duties of special agents.

The Office of Security conformed to the provisions of the career service system as it developed. A Career Service Board for ~~head~~ employees with security as a career designation was established in September 1952.^{1/} As the Agency ~~practices~~ improved regarding fitness reports, competitive promotions, rotation, and career planning, so did those of the Office of Security.

1/ I&SO Notice 10 September 1952, SECRET, in Office of Security Files.

SECRET

25X1